

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: **EPA0154211**

Date Posted: **10/24/11**

POSITION NO: **240922**

Closing Date: **11/04/11**

CLASS CODE: **3033**

POSITION TITLE: **Environmental Specialist**

DEPARTMENT NAME: **NNEPA/Air & Toxic Department**

DEPARTMENT NO: **015** WORKSITE LOCATION: **Fort Defiance, AZ**

WORKS DAYS/HOURS: POSITION TYPE: GRADE: **R65A**

Days: **Mon-Fri**

Permanent: ☒

SALARY:

Hours: **8:00 am - 5:00 pm**

Temporary: ☐

Duration: \$ **41,516.80** Per Annum

Part-Time: ☐

No. of Hrs/Wk: **40** \$ **19.96** Per Hour

**DUTIES AND RESPONSIBILITIES:**

Conducts compliance inspections of facilities required to have a Title V permit. Conducts permit compliance evaluation inspection on all facilities with active Title V permits. This will include writing a report for each inspection conducted. Assist sources to come into compliance with their Title V permits and prepare reports necessary to record violations of Title V permit conditions. The Environmental Specialist will be expected to perform field observation, develop inspection reports and enforcement activities.

Initiates corrective environmental action by determining the most reasonable approach in obtaining compliance with established regulations; notifies appropriate supervisory staff regarding non-compliance findings that are of a non-routine nature; coordinates with a multiplicity of individuals, departments, agency representatives, community leaders, and others in resolving complaints and violations; schedules and provides public information presentations, programs and other informational services to the public, community, and other interested parties; prepares and develops technical reports.

Review and critique air quality permit applications, to reconcile chemical, thermodynamic and mechanical operations and activities with estimated emissions and projected emission impacts. Identify and analyze legal and regulatory requirements for NSR, PSD and Title IV and V requirements. Assess whether proposed operations, emissions, and emission impacts comply with relevant limitations. Ensure that a permit fee develops necessary emission monitoring parametric monitoring strategies that will enable source to clearly demonstrate continuing compliance with permit conditions. Establish and maintain on-going cooperation with other regulatory agencies. Perform additional projects as requires. Conduct outreach to general public.

**QUALIFICATION REQUIREMENTS:**

**Education and Training:**

A Bachelor's Degree in Environmental Sciences, Physical Sciences, Chemistry, Biology, or a closely related field; and

**Experience:**

Two (2) years of experience working with environmental programs and/or projects; or an equivalent combination of education, training, and experience which provides the capabilities to perform the duties.

**(To receive full credit for education/training, applicant must submit copies of college transcripts, degree, diploma, certificates, etc.)**

**Special Knowledge, Skills and Abilities:**

Knowledge of computer/internet access; principles of federal environmental codes/regulations. Depending upon the needs of the Nation, some incumbents may be required to demonstrate fluency in both the Navajo and English languages as condition of employment.

**License/Certification Requirements:**

Valid State Driver's License and Navajo Nation's Vehicle Operator's Permit, **preferred**.

**VETERANS' PREFERENCE APPLIES**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.**

**Revised: 1-15-99**